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Charity Registration No. 1142357
Company Registration No. 07504966 (England and Wales)

MIND IN BRADFORD
TRUSTEES'/MANAGEMENT COMMITTEE REPORT
AND UNAUDITED ACCOUNTS
FOR THE YEAR ENDED 31 MARCH 2016



MIND IN BRADFORD

LEGAL AND ADMINISTRATIVE INFORMATION

Trustees/Management Committee

Christopher Green (Chairperson)
Jill Cliffe (Vice Chairperson)
Julie Carr
Andrew Hurst
Trevor Ramsay
Andrew Richardson
Atif Bostan
Ali Hussain
Louise Slater

Company Number

07504966

Charity Number

1142357

Registered office

Tradeforce Buildings
Cornwall Place
Bradford
West Yorkshire
BD8 7JT

Independent Examiner

Stuart B Lodge FCA
Stuart B Lodge & Co
Chartered Accountants
44 Bradford Road
Idle
Bradford
West Yorkshire
BD10 9PE

Bankers

Caf Cash Ltd
Kings Hill
West Malling
ME19 4TA

Yorkshire Bank Plc
14 Broadway
Bradford
West Yorkshire
BD1 1EZ

MIND IN BRADFORD

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MIND IN BRADFORD

TRUSTEES'/MANAGEMENT COMMITTEE REPORT FOR THE YEAR ENDED 31 MARCH 2016

The Board of Trustees present their report and accounts for the year ended 31 March 2016.

The accounts have been prepared in accordance with the accounting policies set out in note 1 to the accounts and comply with the Charity's Articles of Association, the Charities Act 2011 and the Companies Act 2006.

Structure, Governance and Management

The Charity was registered at the Charity Commission on 10 June 2011 having previously been incorporated on 25 January 2011.

The Trustees/Company Directors who served during the year were:

Christopher Green (Chairperson)
 Jill Cliffe (Vice Chairperson)
 Julie Carr
 Andrew Hurst
 Trevor Ramsay
 Tracy Pickwell (appointed 20 April 2015 and resigned 24 August 2015)
 Andrew Richardson (appointed 7 September 2015)
 Atif Bostan (appointed 2 November 2015)
 Ali Hussain (appointed 2 November 2015)
 Louise Slater (appointed 21 December 2015)

The Board of Trustees normally comprises of ten Trustees/Company Directors. 50% of these will be service-user beneficiaries.

In accordance with the Mind in Bradford's Trustee Recruitment, Selection, Induction, Training and Retirement Policy, all applicants go through a robust application procedure. This includes completing an application form, undergoing a DBS check, providing references and an interview.

Throughout the year, the Board may require additional knowledge and expertise and to this end may co-opt additional Trustees. These Trustees will remain in post until the following AGM, where their appointment is subject to ratification.

Objectives and Activities

Our objectives are to work for the rights of people with mental health problems to enable them to lead active and valued lives in the community and to raise public awareness of mental health issues.

In setting out our objectives, the Trustees have paid due regard to the Charity Commission's general guidance on public benefit, and in particular the advancement of education and well-being, and the relief of those in need by reason of ill-health.

Mind in Bradford proudly operates to the guidelines set out by Mind nationally and in recognition of this we have received the Mind Quality Mark.

Achievements and Performance

This year has seen many positive changes and developments.

Our proudest achievement has been the launch of our innovative and ground breaking crisis services; The Sanctuary. This vital new service, widely emulated and respected as a model of best practice, provides crucial out of hours support to adults experiencing mental or emotional distress. It is often used as an alternative to A & E and Police Custody and helps to ensure that adults receive the most humane and appropriate support available for their needs. Over the last year, The Sanctuary has welcomed over 800 people. Here are some of the comments we have received:

"Always felt safe, secure and heard. Never judged or looked down on. Always feel better/improved when I leave. Thank you for this place"

MIND IN BRADFORD

TRUSTEES' / MANAGEMENT COMMITTEE REPORT (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2016

"This service kept me alive"

"I came to Mind feeling very anxious and scared but after talking to them I felt a lot better and able to cope"

Early this year, we carried out a skills audit and identified several areas where we felt we would benefit from further knowledge and experience. Subsequently, we are pleased to announce that four Trustees were recruited in the areas of Operational Management, Law, Continuous Improvements and Finance. Their contribution has been invaluable.

There were several other developments during the year, which are as follows:-

1. In June, we welcomed Angela Marshall-Williams to our team as Finance Manager. Angela comes with a wealth of experience and has achieved the highest level of membership available with the Association of Accounting Technicians, Fellow Membership. Angela's enthusiasm, professionalism and expertise are greatly valued.
2. In July, the Caravan was marketed and sold which provided us with the funds to carry out the refurbishment of our premises which were in great need of upgrading. The refurbishment included the creation of a new Recovery Room which was formally opened by our CEO and the Service Manager for Mental Health, Adult and Community Service, Bradford.
3. In August, we welcomed our new Administration Officer, Carol O'Neill. Carol has already made a positive impact and we are grateful for her commitment and passion for our organisation and its service-users.
4. In October, Mind in Bradford hosted 'Mind Songs' at the Ilkley Literature Festival; the feedback received from this event was amazing and we would like to thank all of our volunteers and service-users who took part.
5. We would like to thank Clayton Dickensian Market and Sovereign Health Trust Charitable Fund for donations received in December for £2,000 and £250 respectively.
6. In February 2016, we said goodbye to our CEO, Emma Balfe, and we would like to wish her all the best for the future.
7. In March, we welcomed Michelle Boon who joined us as Operations Manager. In light of Michelle's comprehensive skills, knowledge and experience, Michelle was promoted to the post of Acting CEO. Michelle is incredibly passionate, driven and professional and we are looking forward to working closely with her in the months ahead. The Ceo position is funded by Lloyds Bank Foundation. We receive a total of £25,000 per year for three years from 2015 to 2017 towards the salary of the CEO.
8. We would finally like to thank the Brelms Trust for providing Mind in Bradford with £4,895. This money will enable us to continue to fund our Volunteer Coordinator who will recruit, train and support a new tranche of external volunteers which will enhance our services.

Mission and Activities

Mind in Bradford's mission is to:

1. Raise public awareness of mental health issues and to reduce stigma.
2. Develop and maintain services which aim to assist in the relief, rehabilitation and recovery of adults living with emotional or mental distress.
3. Provide and promote services that respond to the expressed need of the service-users and diverse population of the local area.
4. Offer a holistic approach to facilitate recovery and well-being.
5. Uphold our ethos of service-user empowerment and involvement.

We fulfil our mission through the provision of four core services; 'Guide-Line', the 'Drop-In', 'Health and Well-being' and 'The Sanctuary'.

MIND IN BRADFORD

TRUSTEES'/MANAGEMENT COMMITTEE REPORT (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2016

Guide-Line

This is a confidential telephone help-line and email service which offers mental health support and information to anyone experiencing emotional or mental health problems or their carers and relatives.

Guide-Line is open from 12 noon to 9 pm every day, including Christmas and Bank Holidays and is operated by a team of committed and empathic staff and volunteers who have undergone rigorous training.

Over the course of the last year, we answered over 7,000 calls, around 10% of which were in a mental health crisis.

Guide-Line is designed to be very accessible; no referral process is required, we have dedicated B.A.M.E staff and there is a choice of telephone or email contact.

What do service-users say about Guide-Line?

"GL staff are calm & reassuring in a crisis help me to calm down and to identify a way to 'pick-up' normal activities again. I have never let down"

"I used to find weekends really hard and my depression always seemed to become worse. Been able to pick up the phone and get support Saturday/Sunday is a lifeline to me and means that I no longer have to fear the weekend coming"

"I find it much easier to speak to Guide-Line than my GP"

"No matter how upset I get, ringing Guide-Line always help me. I think this is because they actually listened and then help me to find ways to cope rather than just giving me more medication or not believing what I say"

Health & Well-Being

This service provides a range of groups held at our main office and within the local community, aimed at enhancing physical and mental health and well-being. For example T'ai Chi, Cook & Eat and Men's Moving Forward.

Over the last 12 months, we provided over 520 groups and received over 5,000 visitors.

What do service-users say about our Health & Well-Being Service?

"This has been a great help for trying to cope with the stresses of life"

"Going to groups has helped me to socialise again and given me the confidence to apply for college which I now love"

"I used to find exercising hard because of social anxiety, but being surrounded by people who get me makes it possible to do activities which help my weight and mental health"

"It is so much fun and everyone seems to have a good time"

"Would be lost without the group"

Drop-In

The Drop-In offers a unique, safe, non-judgemental and supportive environment which enables adults to socialise, participate in a range of activities and groups and access information and advice; helping to improve mental and emotional well-being, reduce isolation and tackle stigma.

This Drop-In is open six days a week including Christmas and bank holidays. To maximise access, we do not require a referral, are open on Sundays and offer mixed and single gender sessions.

Over the last 12 months, we welcomed over 11,000 visitors.

MIND IN BRADFORD

TRUSTEES'/MANAGEMENT COMMITTEE REPORT (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2016

What do service-users say about the Drop-In?

"The Drop-In gives me something to look forward to and keeps me alive"

"Staff, volunteers and students are an excellent source of support, advice and friendship ..."

"Its nice to be able to come to groups to improve my mental health without feeling like I'm just another statistic.

"People in the outside world don't get it, but here, everyone does because they have struggles too. This helps me to feel normal and comfortable"

My mental health is up and down and I really appreciate being able to come and go as I need to"

"It helps me feel less lonely"

The Sanctuary

The Sanctuary provides a calm, safe space for adults experiencing mental distress and is often used as an alternative to hospital admission. It is operated by Mind in Bradford, in partnership with 'Sharing Voices' and "First Response" and is open 365 days a year from 6pm – 1am.

The First Response service is operated by Bradford District Care NHS Foundation Trust and offers support 24 hours a day, seven days a week to people of all ages living in Bradford, Airedale, Wharfedale or Craven experiencing a mental health crisis.

What do service-users say about The Sanctuary?

"You are all amazing. I have never felt judged can tell you anything. I feel so at home here and I leave feeling so, so much better. Thank you. I hope this service is around for a long time because it was badly needed!"

"Always felt safe, secure and heard. Never judged or looked down on. Always feel better/improved when I leave. Thank you for this place"

"Should be more places like this. No clinical stuff"

"Sanctuary = Exactly what it is! And I felt that from my first visit"

"I love and appreciate the feeling within the Sanctuary. Very ease to open up in this environment amongst the very talent and hardworking staff"

Financial Review

Mind in Bradford made a small surplus in the year of £30,959 (2015: £16,173).

Total income for the year was £583,976 of which £550,477 was grant support. Total expenditure was £553,017 of which £215,634 was specific restricted costs, £332,842 unrestricted and £4,541 designated.

The total at 31 March 2016 of Mind's "free reserves" (Unrestricted Funds less Capital Assets) was £69,256, still short of the figure required to fulfill the Charity's Reserves Policy of three months running costs.

Plans for the Future

Sue Hall, from the Cranfield Trust will continue to work within the Board, Management and Staff Team to review our strategic priorities. We are aiming to launch a three year Strategic Plan early in the new financial year.

MIND IN BRADFORD

TRUSTEES'/MANAGEMENT COMMITTEE REPORT (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2016

Following a very successful year operating The Sanctuary, we are currently working to secure funding for the new financial year; we are cautiously optimistic this will be achieved. Some changes to the service will be made after a review of the first year, which will increase the efficiency of resources, provided by the funding expected.

The Board and Management team will review our current building leases; a decision will be made by October 2016 as to whether we will move our main building and Guide-Line services, but plans are that we will remain in the Bradford City Centre area.

We will utilise the year ahead to review all of our services to ensure resources are deployed effectively and with an aim to enhance the service-user experience. We will also explore opportunities to diversify our services and income streams in order to promote sustainability and grow our organisation.

Subject to funding applied for, we have plans to strengthen and expand our Management Team to assist with the plans to promote sustainability and support the staff, who work hard to ensure Service Users and Volunteers are supported at Mind in Bradford. We are also planning to recruit a Fund Raising Manager as part of the sustainability and grow our organisation.

Whilst we are pleased to announce that CCG funding has been extended to cover the new financial year, the Board and Management team will need to continue to work hard to best position the organisation for future funding bids, tenders and overall sustainability.

Statement of Directors Responsibilities

The trustees/management committee of MIND in Bradford are responsible for preparing the Trustees/Management Committee Annual report and accounts in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Company law requires the trustees/management committee to prepare accounts for each financial year. Under company law the trustees/management committee must not approve the accounts unless they are satisfied that they give a true and fair view of the state of affairs of the charitable company and of the incoming resources and application of resources, including the income and expenditure, of the charitable company for that period. In preparing these accounts the trustees/management committee are required to:-

- select suitable accounting policies and apply them consistently;
- observe the methods and principles in the Charities SORP;
- make judgements that are reasonable and prudent;
- state whether UK accounting standards have been followed, subject to any departures disclosed and explained in the accounts; and
- prepare the accounts on a going concern basis unless it is inappropriate to presume that the charity will continue in business.

The trustees/management committee are responsible for the maintenance and integrity of the charity and financial information included on the charity's website. Legislation in the United Kingdom governing the preparation and dissemination of accounts may differ from legislation in other jurisdictions.

The trustees/management committee are responsible for maintaining proper accounting records which disclose at anytime the financial position of the charitable company and to enable them to ensure that the accounts comply with the Companies Act 2006, and the Charities Act 2011. They are also responsible for safeguarding the assets of the charitable company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

On behalf of the Board of Trustees/Company Directors

.....
C. Green.

CGreen

Trustee/Management Committee

Dated: 15/12/16.

MIND IN BRADFORD

INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES/MANAGEMENT COMMITTEE OF MIND IN BRADFORD

I report on the accounts of the Charity for the year ended 31 March 2016, which are set out on pages 7 to 18.

Respective Responsibilities of Trustees/Management Committee and Examiner

The Trustees/Management Committee, who also act as Directors for the charitable activities of Mind in Bradford are responsible for the preparation of the accounts. The Trustees/Management Committee consider that an audit is not required for this year under Section 144(2) of the Charities Act 2011, (the 2011 Act) and that an Independent Examination is needed. The Charity's gross income exceeded £250,000 and I am qualified to undertake the examination being a Chartered Accountant.

Having satisfied myself that the Charity is not subject to audit under company law and is eligible for Independent Examination it is my responsibility to:

- (i) examine the accounts under section 145 of the 2011 Act;
- (ii) to follow the procedures laid down in the general Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act; and
- (iii) to state whether particular matters have come to my attention.

Basis of Independent Examiner's Report

My examination was carried out in accordance with the general Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the Charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from you as Trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit and consequently no opinion is given as to whether the accounts present a "true and fair view" and the report is limited to those matters set out in the statement below.

Your attention is drawn to the fact that the charity has prepared the accounts in accordance with Accounting and Reporting by Charities; Statement of Recommended Practice applicable to charities, preparing their accounts in accordance with Financial Reporting Standard (FRS102) in preference to the Accounting and Reporting by Charities; Statement of Recommended Practice issued in April 2005 which is referred to in the extant regulations but has since been withdrawn.

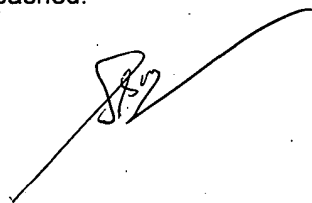
I understand that this has been done in order for the accounts to provide a true and fair view in accordance with Generally Accepted Accounting Practice effective for reporting periods beginning on or after 1 January 2015.

Independent Examiner's Statement

In connection with my examination, no matter has come to my attention:

- (a) which gives me reasonable cause to believe that in any material respect the requirements:
 - (i) to keep accounting records in accordance with section 386 of the Companies Act 2006; and
 - (ii) to prepare accounts which accord with the accounting records, comply with the accounting requirements of section 396 of the Companies Act 2006 and with the methods and principles of the Statement of Recommended Practice: Accounting and Reporting by Charities;
 have not been met; or
- (b) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Stuart B Lodge FCA
Stuart B Lodge & Co
Chartered Accountants
44 Bradford Road
Idle
Bradford
West Yorkshire
BD10 9PE



Dated: 16 DECEMBER 2016

MIND IN BRADFORD

STATEMENT OF FINANCIAL ACTIVITIES INCLUDING INCOME AND EXPENDITURE ACCOUNT FOR THE YEAR ENDED 31 MARCH 2016

	Notes	Unrestricted Funds £	Designated Funds £	Restricted Funds £	Total 2016 £	Total 2015 £
Income						
Voluntary Income	2	20,043	-	750	20,793	31,355
Investment Income	3	474	-	-	474	666
Incoming Resources from Charitable Activities	4	341,500	-	208,977	550,477	415,950
Other Incoming Resources	5	12,232	-	-	12,232	502
Total Income		374,249	-	209,727	583,976	448,473
Expenditure						
Charitable Activities	6	332,842	4,541	215,634	553,017	432,300
Total Expenditure		332,842	4,541	215,634	553,017	432,300
Net income/(expenditure)						
Net movement in funds before transfers		41,407	(4,541)	(5,907)	30,959	16,173
Transfers between funds		(2,000)	16,077	(14,077)	-	-
Net income/(expenditure)						
Net movement in funds after transfers		39,407	11,536	(19,984)	30,959	16,173
Total funds brought forward		31,360	12,541	27,329	71,230	55,057
Total funds carried forward		70,767	24,077	7,345	102,189	71,230

The statement of financial activities also complies with the requirements for an income and expenditure account under the Companies Act 2006.

MIND IN BRADFORD

BALANCE SHEET AS AT 31 MARCH 2016

	Notes	Unrestricted funds £	Restricted funds £	Designated funds £	2016 Total funds £	2015 Total funds £
Fixed Assets	9	1,511	-	-	1,511	5,874
Current Assets						
Debtors	10	9,936	1,714	-	11,650	18,242
Cash at Bank and in Hand		81,882	114,241	24,077	220,200	253,373
Total Assets		<u>93,329</u>	<u>115,955</u>	<u>24,077</u>	<u>233,361</u>	<u>277,489</u>
Creditors: Amounts Falling Due Within One Year	11	(22,562)	(108,610)	-	(131,172)	(206,259)
Total Assets less Current Liabilities		<u>70,767</u>	<u>7,345</u>	<u>24,077</u>	<u>102,189</u>	<u>71,230</u>
The Funds of the Charity						
Unrestricted Funds		70,767	-	-	70,767	31,360
Restricted Funds	12	-	7,345	-	7,345	27,329
Designated Funds	13	-	-	24,077	24,077	12,541
Total Charity Funds		<u>70,767</u>	<u>7,345</u>	<u>24,077</u>	<u>102,189</u>	<u>71,230</u>

The company is entitled to the exemption from the audit requirement contained in section 477 of the Companies Act 2006, for the year ended 31 March 2016. No member of the company has deposited a notice, pursuant to section 476, requiring an audit of these accounts.

The Trustees/Management Committee acknowledge their responsibilities for:

- ensuring that the Company keeps accounting records which comply with section 386 of the Act and;
- preparing accounts which give a true and fair view of the state of affairs of the Company as at the end of the financial year and of its incoming resources and application of resources, including its income and expenditure, for the financial year in accordance with the requirements of sections 394 and 395 and which otherwise comply with the requirements of the Companies Act 2006 relating to accounts, so far as applicable to the Company.

The accounts were approved by the Board on 15/12/16

C. Green

C GREEN

Trustee/Management Committee

Company Registration Number: 07504966

MIND IN BRADFORD

STATEMENT OF CASHFLOWS AS AT 31 MARCH 2016

	2016 £	2015 £
Cash used in operating activities	(33,647)	207,920
	<hr/>	<hr/>
Cashflow from investing activities		
Purchase of fixed assets	-	(3,059)
Interest income	474	6
	<hr/>	<hr/>
Cash provided by investing activities	474	(3,053)
	<hr/>	<hr/>
(Decrease)/increase in cash equivalents in the year	(33,173)	204,867
Cash equivalents at the beginning of the year	253,373	48,506
	<hr/>	<hr/>
Total cash equivalents at the end of the year	220,200	253,373
	<hr/>	<hr/>

MIND IN BRADFORD

NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2016

1. Accounting Policies

1.1 Basis of Preparation

The accounts have been prepared under the historical cost convention unless otherwise stated.

The accounts are prepared in accordance with Accounting and Reporting by Charities; Statement of Recommended Practice (SORP) applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) published on 16 July 2014, the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS102) the Charities Act 2011, the Companies Act 2006 and UK Generally Accepted Accounting Practice as it applies from 1 January 2015.

The charity constitutes a public benefit entity as defined by FRS102.

In preparing the accounts the trustees/management committee have considered whether in applying the accounting policies required by FRS102 and the Charities SORP FRS102 a restatement of comparative items was needed. No restatements were required.

1.2 Incoming Resources

Core funding grants and restricted funding grants are credited to the income and expenditure account at the time of receipt. Donations and legacies are accounted for when received by the Charity.

Other income including receipts from the cafe and vending machine are also recognised at the time of receipt, whilst income from caravan lettings is only recognised in the period to which it relates.

Income, specifically capital grants, may be deferred at the discretion of the Trustees/Management Committee into the period to which it relates, but only at the agreement of the funders.

1.3 Resources Expended

Expenditure is recognised on an accruals basis as a liability is incurred. Expenditure includes any VAT which cannot be recovered and is reported as part of the expenditure to which it relates.

Charitable expenditure comprises those costs incurred by the Charity in the delivery of its activities and services for beneficiaries. These include governance which are those costs associated with meeting the constitutional and statutory requirement of the charitable company.

1.4 Tangible Fixed Assets and Depreciation

Tangible fixed assets are stated at cost less depreciation. Depreciation is provided at rates calculated to write off the cost less estimated residual value of each asset over its expected useful life, as follows:-

Caravan	4 years straight line
Fixtures and fittings and equipment	3 years straight line

It is the policy of the charitable company to only include on the balance sheet individual items of a capital nature which cost £1,000 or more.

1.5 Leasing and Hire Purchase Commitments

Rentals payable under operating leases are charged against income on a straight line basis over the period of the lease.

1.6 Pensions

The Charity operates a defined contributions pension scheme. Contributions are charged in the accounts as they become payable in accordance with the rules of the scheme.

MIND IN BRADFORD

NOTES TO THE ACCOUNTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2016

1.7 Accumulated Funds

Unrestricted funds are available to spend on activities that further any of the purposes of the charity. Funds may be designated at anytime by the trustees/management committee if such a purpose is identified.

Restricted funds are subject to specific conditions by donors as to how they may be used. The purposes and uses of the restricted funds are set out in the notes to the accounts.

2. Voluntary Income

	Total 2016 £	Total 2015 £
Core Income	20,793	31,355
	<hr/>	<hr/>
Core Income		
Unrestricted Funds:		
Donations	9,790	14,198
Caravan Lettings	-	1,867
Membership Fees	84	125
Socials and Trips	540	1,520
Tuck Shop Sales	4,927	5,270
Vending Machine Sales	686	876
Meals	616	765
Training Income	-	1,345
Student Placement Fees	3,400	5,320
	<hr/>	<hr/>
	20,043	31,286
	<hr/>	<hr/>
Restricted Funds:		
Donations	750	69
	<hr/>	<hr/>

3. Investment Income

	2016 £	2015 £
Bank Interest Received	474	6
Room Hire	-	660
	<hr/>	<hr/>
	474	666
	<hr/>	<hr/>

MIND IN BRADFORD**NOTES TO THE ACCOUNTS (CONTINUED)
FOR THE YEAR ENDED 31 MARCH 2016**

4. Incoming Resources from Charitable Activities:	2016 £	2015 £
Grants and Donations Receivable	550,477	415,950
Unrestricted Funds:		
Bradford & Airedale CCG Collaboration	282,400	282,400
City of Bradford MDC Mental Health Grant	59,100	59,150
	341,500	341,550
Restricted Funds:		
City of Bradford MDC Public Health Grant (Health & Well-Being)	26,400	13,200
NHS Bradford & District Resilience Funding (Sanctuary)	150,142	-
Lloyds Bank Foundation	25,000	-
Brelms Trust	7,435	-
NHS Bradford & District (Health & Well-Being)	-	31,380
NHS Bradford & District (Outreach Programme)	-	29,820
	208,977	74,400
5. Other Income	2016 £	2015 £
Sale of caravan	9,500	-
Sale of carpets	175	-
Salary recharges	1,712	-
Sundry receipts	845	502
	12,232	502

MIND IN BRADFORD**NOTES TO THE ACCOUNTS (CONTINUED)
FOR THE YEAR ENDED 31 MARCH 2016****6. Charitable activities**

	2016	2015
	£	£
Wages and Salaries	355,709	232,035
Employers National Insurance	17,614	8,919
Pension Costs	2,504	2,248
Employees Health Cover	-	668
Payroll Costs	690	600
Recruitment Costs	320	3,840
Staff Training	2,667	2,229
Repairs and Renewals	30,273	3,897
Cleaning and Domestic	914	933
Maintenance Costs	2,924	3,169
Rent, Rates and Water	39,774	43,918
Light and Heat	7,476	7,890
Insurance	3,090	3,445
Contracted Services	20,414	38,609
Publications	197	540
Publicity and Promotion	778	977
Room Hire	2,736	3,126
Refreshments and Vending Machine Costs	3,387	3,736
Office Supplies and Equipment	5,090	6,409
Photocopying	5,849	6,416
Telephone and Postage	8,341	9,115
Minibus and Hired Vehicle Costs	1,156	1,530
Travel Costs	9,686	1,891
Independent Examination Fees	3,120	3,000
Bank Charges	58	305
Professional Fees	2,366	5,607
Subscription and Memberships	1,415	686
Training and Conferences	212	190
Trustees and Volunteer Expenses	3,837	5,044
Members Activities	12,851	19,166
Bookkeeping and Consultancy	1,652	5,050
Sundries	1,554	1,540
Depreciation	4,363	5,572
	<hr/>	<hr/>
	553,017	432,300
	<hr/>	<hr/>

MIND IN BRADFORD

NOTES TO THE ACCOUNTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2016

7. Trustees/Management Committee

None of the Trustees/Management Committee (or any persons connected with them) received any remuneration in the year. With the formal agreement of the Trustees/Management Committee £3,837 (2015: £5,044) was paid to service users and other volunteers in respect of driving, cooking, reception duties, financial assistance and other services.

8. Employees

Number of Employees

The average monthly number of employees during the year was:

	2016	2015
Drop-In and Guide-Line		
Management, Finance and Administration	3	3
Drop-in Workers	5	2
Telephone Helpline Operators	3	3
Health and Well-Being Workers	1	2
	<u>12</u>	<u>10</u>
The Sanctuary		
Sanctuary Workers	4	-
	<u>16</u>	<u>10</u>
Employment Costs		
	2016	2015
	£	£
Wages and Salaries	355,709	232,035
Social Security Costs	17,614	8,919
Other Pension Costs	2,504	2,248
Employee Health Cover	-	668
	<u>375,827</u>	<u>243,870</u>

The above figures for average monthly number of employees represents the full time equivalents. Based on the total number of staff (including part time staff) the average monthly figure was 30 (2015: 24).

There were no employees whose annual remuneration was £60,000 or more.

Social Security Costs are after the £2,000 Employers Allowance.

MIND IN BRADFORD

NOTES TO THE ACCOUNTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2016

9. Tangible fixed assets	Caravan £	Fixtures, Fittings & Equipment £	Total £
Cost			
At 1 April 2015	35,549	74,039	109,588
On disposal	(35,549)	-	(35,549)
At 31 March 2016	-	74,039	74,039
Depreciation			
At 1 April 2015	35,549	68,165	103,714
Charge for the Year	-	4,363	4,363
On disposal	(35,549)	-	(35,549)
At 31 March 2016	-	72,528	72,528
Net Book Value			
At 31 March 2016	-	1,511	1,511
At 31 March 2015	-	5,874	5,874
10. Debtors			2016 £
Trade Debtors			366
Prepayments and Accrued Income			11,284
			11,650
			18,242
11. Creditors: Amounts falling due within one year.			2016 £
Creditors and Accruals			23,683
Other Creditors			618
Other Taxes and Social Security Costs			5,069
Deferred Income			101,802
			131,172
			206,259

MIND IN BRADFORD

NOTES TO THE ACCOUNTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2016

12. Restricted Funds

The income funds of the Charity include restricted funds comprising the following unexpended balances of donations and grants held on trust for specific purposes:-

	Balance at 1 April 2015 £	Incoming Resources £	Movement in Funds		Balance at 31 March 2016 £
			Resources Expended £	Transfers £	
Service User Restricted Fund	1,194	-	(1,194)	-	-
City of Bradford MDC Public Health (Health & Well-Being)	-	26,400	(26,400)	-	-
NHS Bradford & District (Outreach Programme)	16,077	-	-	(16,077)	-
Bradford & District Association for Mental Health (Sunday Outreach)	5,645	-	(5,645)	-	-
Bradford & District Association for Mental Health (Art Group)	4,413	-	(4,413)	-	-
Lloyds Bank Foundation	-	25,000	(25,000)	-	-
NHS Bradford & District Resilience Funding (Sanctuary)	-	150,142	(150,142)	-	-
Brelms Trust	-	7,435	(2,540)	-	4,895
Yorkshire Housing AIS Award	-	500	(50)	-	450
Sovereign Health Trust Charitable Fund	-	250	(250)	-	-
Sunday Opening	-	-	-	2,000	2,000
	<u>27,329</u>	<u>209,727</u>	<u>(215,634)</u>	<u>(14,077)</u>	<u>7,345</u>

Service User Restricted Fund

To purchase large items of suitable equipment and/or necessary renovations to the inside fabric of the Cornwall Place (Drop-in) premises.

NHS City of Bradford MDC Public Health (Health & Well-Being)

This grant was for the Health and Well-Being Outreach Services which provided a programme of courses for quality of life enhancement.

NHS Bradford & District (Outreach Programme) (See Designated Funds)

Funding from the CCG's to fund WRAP groups.

Bradford & District Association for Mental Health (Sunday Outreach)

Funding received from the Bradford & District Association for Mental Health, a charity which unfortunately closed down and sold off its building. This paid for the Drop-In to open on a Sunday something our members have been requesting for some time.

Bradford & District Association for Mental Health (Art Group)

Funding received from the Bradford & District Association for Mental Health, a charity which unfortunately closed down and sold off its building. It also pays for Art tutors from Hive to run groups in our newly refurbished art room during the Drop-In.

Lloyds Bank Foundation

Funding received towards the salary of the Chief Executive Officer, to support Mind in Bradford, to help adults with a range of mental health difficulties, play a fuller role in the community, to bring about changes and benefits to the lives of Mind in Bradford's Service Users.

MIND IN BRADFORD

NOTES TO THE ACCOUNTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2016

NHS Bradford & District Resilience Funding (Sanctuary)

Funding received to launch a ground breaking crisis service. Providing a critical out of hours support to adults experiencing mental or emotional distress. Used often as an alternative to A&E and Police Custody, it helps ensure vulnerable adults receive the best humane and appropriate support available for their needs.

Brelms Trust CIO

A grant received for the core costs of a Volunteer Co-ordinator.

Yorkshire Housing AIS Award

A grant received to enable a Service User's poetry book, to be printed by a publishing company.

Sovereign Health Trust Charitable Fund

A one off grant received as a donation towards the cost of the Christmas Day meal for Service Users.

Sunday Opening

A Service User agreed donation from the surplus from the Tuck Shop, which is run wholly by Service User Volunteers, to support four months costs of the Sunday Opening from April to July 2016.

13. Designated Funds

	Balance at 1 April 2015 £	Transfers £	Resources Expended £	Balance at 31 March 2016 £
Bradford & District Association for Mental Health (Guide-Line)	12,541	-	(4,541)	8,000
NHS Bradford & District (Outreach Programme)	-	16,077	-	16,077
	<u>12,541</u>	<u>16,077</u>	<u>(4,541)</u>	<u>24,077</u>

Bradford & District Association for Mental Health (Guide-Line)

The income received is for Guide-Line and is to fund the supervision of volunteer training courses and renovations and refurbishments at their premises.

NHS Bradford & District (Outreach Programme)

Income to be used for coaching and training in relation to Recovery Plans for Service Users and to assist with the cost of Marketing and Promotion, of the services provided and to increase the profile of Mind in Bradford in the Bradford area and local community in 2016/2017.

14. Commitments under Operating and Financial Leases

At 31 March 2016 the charity had annual commitments under non-cancellable operating and financial leases as follows:

	2016		2015	
	Buildings £	Other £	Buildings £	Other £
Expiry Date				
Within one year	36,529	2,807	36,529	2,807
	<u>36,529</u>	<u>2,807</u>	<u>36,529</u>	<u>2,807</u>
Between two and five years	21,563	4,912	58,092	7,719
	<u>21,563</u>	<u>4,912</u>	<u>58,092</u>	<u>7,719</u>

MIND IN BRADFORD**NOTES TO THE ACCOUNTS (CONTINUED)
FOR THE YEAR ENDED 31 MARCH 2016****15. Reconciliation of net movement in funds to net cashflow from operating activities:**

	2016	2015
	£	£
Net movement in funds	30,959	16,173
Deduct interest income	(474)	(6)
Add back depreciation charge	4,363	5,572
Decrease/(Increase) in debtors	6,592	(3,885)
(Decrease)/increase in creditors	(75,087)	190,066
	<hr/>	<hr/>
	(33,647)	207,920
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